



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY MANEUVER CENTER OF EXCELLENCE
1 KARKER STREET
FORT BENNING, GEORGIA 31905-5000

25 March 2014

Future RC MCCC Students,

My name is CPT Garvin and I am the Course Director for the Tactics Team Four of the Directorate of Training, and the Reserve Component of the Maneuver Captains Career Course. This message is similar to one that you should receive approximately two to three weeks prior to attending either RC MCCC Phase II or IV, or if you are on a valid waits status for these courses in ATRRS. The purpose of this message is to welcome and provide you with information about Fort Benning and the MCCC.

If you have a "reserved" seat in ATRRS as your RC MCCC date approaches I encourage you to confirm your scheduled attendance with your school ATRRS manager. ***If you are not attending the course, please have your unit cancel your slot in ATRRS to allow another student to fill the seat.*** At MCCC we only have viewing capability in ATRRS, we cannot update or adjust your status in ATRRS. Your unit ATRRS manager is the only person who can adjust your status. If you are on the "Wait" list, please continue to check ATRRS in an attempt to secure a "Reserved" seat, should one become available.

Currently, the distance learning modules (Phases I and III) are in development and are not required to enroll or complete RC MCCC Phases II and IV. We anticipate that Phase I will begin a full pilot in FY15, and that Phase III will begin a full pilot in FY16.

Students report to the Fort Benning lodging office at Olson Hall (706-689-0067) on the Sunday prior to the reporting day of your ATRRS orders in order to receive billeting. If you have a "Reserved" seat in the course, I recommend that you contact Olsen Hall to book a room as soon as possible. If rooms are not available on post, you will be provided with a statement of non-availability and will be given directions to off-post lodging. The majority of students are not lodged on post. While we cannot require a vehicle rental or a POV, we do strongly encourage it.

You will report to the north side of Building 490 at 0800 of your start date for in-processing. The uniform for in-processing is ACU with patrol cap. Please remember to pack one set of ACUs in your carry-on baggage if flying. You will need to bring one hard copy of each of the following documents: 1) orders, 2) DD Form 93 "Record of Emergency Data", 3) SGLV 8286 "SGLI Form". The DD Form 93 and SGLV 8286 must be current within the last two years. Be prepared to begin classes as soon as in-processing is complete.

You must be prepared to pass an Army Physical Fitness Test and meet the Height / Weight standards when you report. The APFT will be administered the day after you start. Students on permanent profile must bring a copy of their profile with them. Students unable to complete the APFT due to temporary profile will not be started in the course. You will conduct Physical Training with your small group leader (SGL) nearly every day of the course. Some of the physical training may be conducted off-post and involve sports; please bring appropriate civilian athletic clothing.

Meals are not provided in this course. There is a Dining Facility located near building 490 and Olson Hall. You will be allowed to eat in the DFAC with a copy of your orders and ID card. This DFAC

is not open during the weekend, so your orders should include per diem to cover weekend meal costs at a minimum.

Although this is not an all inclusive packing list, you will need the following items at a minimum for the course: two pairs of ACUs, two sets of APFUs, running shoes, reflective belt, civilian athletic shorts and shirt, alcohol pens, a protractor and note-taking material. You do not need any TA-50 field gear. You may want to bring a camelback or similar hydration system, but it is not required. Students are issued a government computer that is linked into a student network that will assist in your work. Government computers from your home unit will not work on the Fort Benning Network. You must have a current Information Awareness Certificate on file electronically. If your IA Certificate has expired, or expires during your time in the course, you will be required to re-take the IA test. During the laptop issue, you will have time to complete the IA training if not already complete.

In order to enhance your learning in the course, you must study prior to reporting. Phase II of this course focuses heavily on Troop Leading Procedures, Intelligence Preparation of the Battlefield (IPB), and Company level tactics. You must be familiar with graphic terms and symbols, tactical mission tasks, US and Foreign Equipment, as well as IBCT Infantry Company organization and capabilities. You must pass an entrance exam to start the course in Phase II as well as pass several quizzes of doctrinal knowledge throughout both phases. Please see main MCCC page for a study guide.

You will not be permitted to go on leave or pass during the course. If you have any extenuating circumstances please contact me directly by email or phone to discuss prior to your arrival at Ft Benning. Graduation ceremonies are scheduled for the second Friday at 1300 hours. If you fail to meet the course requirements prior to the graduation ceremony, you will remain for retraining on the following Saturday. If you are planning to fly out of Atlanta on the day of graduation, I recommend that you do not schedule a flight departing prior to 1700 hours.

You can find additional helpful information on the MCCC and the RC MCCC websites:
<http://www.benning.army.mil/mcoe/dot/mc3/>

I look forward to meeting you! If you have questions or need additional guidance, please feel free to contact the Course Director at Wilford.l.garvin.mil@mail.mil or by phone at 706-626-2348 .

Sincerely,

WILFORD L. GARVIN
CPT, AR
Course Director